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Approved For Release 2000/08/30 : CIA-RDP80-00773A000100020076-7

11 July 1975

MEMORANDUM FOR: Acting Deputy Director for Administration

SUBJECT : Office of Personnel Report - Week Ending
11 July 1975

1. "Crank" Calls Received by Recruiters: (For the record, previously reported at 8:30 Meeting.) On a recent recruiting visit to Boston, [REDACTED] reported that he noted that the level of sophistication of the average "crank" caller has risen considerably. This is attributed to the abundance of detailed information on intelligence available through the media and the numerous talk shows in which ex-CIA employees participate. 25X1A

25X1A [REDACTED] recruiter, [REDACTED] reported 25X1A
25X1A on a similar incident which occurred at his office. A retiree, [REDACTED] reported that he was contacted by one Mike Drosnin of NEW TIMES magazine in New York. He was preparing an article for publication and probed [REDACTED] for names and contacts during his period of employment. Drosnin quoted the names of programs [REDACTED] had worked on, and also Cryptonyms. He stated that he had already talked with many of [REDACTED] fellow employees. 25X1A

2. Recruiters Conference: A draft copy of the Recruitment Conference Agenda which is scheduled for the week of 8-12 September has been prepared. The recruiters are scheduled to arrive in Washington on Sunday evening, 7 September, and are to depart for [REDACTED] on Monday morning for the first two days of the conference. The remaining three days will be spent at Headquarters and in the Rosslyn area. In recent years a spring conference has been held but it is now felt that a fall conference which comes immediately prior to the new recruiting season and at a time when requirements are better refined can be more meaningful, productive and stimulating for the recruiters. 25X1A

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3. Savings Bonds: In our semi-annual report to the Department of Treasury, it was reported that as of 30 June 1975, 2,320 people were having payroll deductions for Savings Bonds and that a total of \$550,362.50 had been deducted during the last six months.

4. Redskin Tickets: There are 20 Redskin Tickets left for sale by the EAA. Alternate winners are being contacted to complete the sale.

5. EAA Store Inventory: The quarterly inventory of the EAA Store was completed with all control items accounted for. The store is being restocked with merchandise which was reduced to a low level immediately before inventory.

6. Retirements 1 July through 1 August 1975:

Retired 1 July through 9 July: 17

Pending through 1 August:

	<u>CIARDS</u>	<u>CSC</u>	<u>Total</u>
Voluntary	45	8	53
Involuntary	51	--	51
Discontinued Service	--	42	42
Mandatory	1	3	4
Disability	1	3	4
	<u>98</u>	<u>56</u>	<u>154</u>

7. Rehired Annuitants: The following rehired annuitant cases were approved for the Directorate of Administration:

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8. Position Management:

a. A meeting was held with [REDACTED], DDO Plans Staff, on the DDO program authorizations for FY 1976. Discussion was held with DDO/CMG on a target date for DDO components to identify positions for deletion to meet FY 1976 ceiling reductions.

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b. DDO Plans Staff position change requirements were coordinated with group and branch chiefs and the Career Management Group and the Evaluation Group. These changes are consistent with recommendations being made in the upcoming survey report. Work continued on the survey report.

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c. The Chief of Base, [REDACTED] was upgraded to GS-14 based on branch review and redefinition.

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d. A meeting was held with the Chief, Admin Staff, [REDACTED] to discuss proposed changes in the Support Staff.

e. A meeting was held with the Services Staff to discuss grades of registry positions in the DDO. A request was also reviewed from the Services Staff for organizational and position title changes in the Micrographics Branch.

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Military Personnel Branch has received and forwarded three award recommendations to appropriate branches of the military. [REDACTED]

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[REDACTED], USN, were both recommended for the Legion of Merit by [REDACTED] of the IC Staff. Mr. Colby added his personal endorsement to both recommendations. [REDACTED]

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10. Upward Mobility: The 19 Upward Mobility applicants entered on duty on 10 July and will be reporting to the Civil Service Commission next week for three weeks of training.

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11. IC Staff Recruitment Request: The IC Staff advised that they will be sending us a recruitment request

on 1 August 1975.

12. Co-op Program:

a. The briefings continue to be well received by the Summer Interns. The students in this class seem to be more serious and concerned than those in prior classes and are asking very penetrating questions. Most are anxious about future employment and are being counseled about careers in the Agency by the office of the Coordinator for Cooperative Programs.

b. The 11 returnees are hosting a party for new Interns on 12 July.

c. The Co-op Coordinators met on 9 July with officers of OWI to update and revise the work programs for the Co-op's.

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Acting Director of Personnel

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